

DDA SUBJECT

DD/A REGISTRY  
FILE: ~~20-14~~ 18-3

ROUTING AND TRANSMITTAL SLIP		Date
		7 JULY 86
TO: (Name, office symbol, room number, building, Agency/Post)		Initials Date
1.	STO/DDA	
2.		
3.		
4.		
5.		
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

FOR ACTION AND DIRECT RESPONSE.

SUSPENSE: 11 SEPTEMBER 86

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
HENRY P. MAHONEY	
ASSOCIATE DEPUTY DIRECTOR FOR	Phone No.
ADMINISTRATION	

STAT

5041-102

(US GPO 1985 0-381-529 (316))

OPTIONAL FORM 41 (Rev. 7-76)  
Prescribed by GSA  
FPMR (41 CFR) 101-11.206

# EXECUTIVE SECRETARIAT

## ROUTING SLIP

TO:

		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	EXDIR				
4	D/ICS				
5	DDI				
6	DDA	X (w/atts)			
7	DDO				
8	DDS&T				
9	Chm/NIC				
10	GC				
11	IG				
12	Compt				
13	D/OLL				
14	D/PAO				
15	D/PERS				
16	VC/NIC				
17	D/OTE/DA		X (w/o atts)		
18					
19					
20					
21					
22					

SUSPENSE \_\_\_\_\_ Date \_\_\_\_\_

## Remarks

TO #6: For direct response please.

STAT

*[Signature]* Executive Secretary  
2 July 86

Date

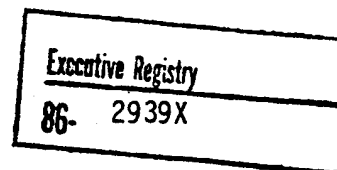
3637 (10-81)

The Brookings Institution



1775 MASSACHUSETTS AVENUE N.W. WASHINGTON D.C. 20036 / CABLES: BROOKINST / TELEPHONE: (202) 797-6000

June 23, 1986



The Honorable William J. Casey  
Director  
Central Intelligence Agency  
Washington, D.C. 20505



Dear Mr. Casey:

As in previous years, I am writing to invite you to nominate your senior managers to participate in the Brookings Institution's educational programs during 1986-87. The programs are designed specifically to meet the educational needs of members of the Senior Executive Service and of individuals holding positions of similar rank.

The enclosed brochure provides information about specific programs, including dates, locations and fees. We would appreciate receiving your nominations by September 15. After this date, participants will be accepted on a space available basis.

We look forward to having your senior executives take part in these educational programs.

Sincerely yours,

*Bruce MacLaury*  
B. K. MacLaury  
President

Enclosure